



**Two Year Plan Task Force**  
**MARICOPA WORKFORCE CONNECTIONS**  
**Maricopa County Human Services Department**  
**234 North Central, Suite 3201, Phoenix, AZ 85004**  
**January 19, 2011**  
**Minutes**

**DRAFT**

**I. Call to Order**

Patrick Burkhart called the meeting to order at 2:38 p.m.

**II. Roll Call: Quorum**

**Present:** Patrick Burkhart, Ben Candler, Shawn Hutchinson, Randy Kimmens, Kelsie McClendon (T)

**Absent:** Che Collins, Tony Maldonado, Paul Sanders

**Staff:** Kristen Merser

**III. Charge to the Task Force and Timeline– For Information Only**

Patrick briefed the group about WIA plan requirements. The Local Workforce Investment Areas (LWIA) are each required to submit a two-year plan to the State, and the State normally includes these plans in its five-year plan to the Department of Labor (DOL). MWC has been operating off of an extension of the June 2008 two-year plan since July 2010. Patrick described the DES requirements of the last plan as a checklist of about 25 technical questions, rather than a strategic plan. Patrick wanted something more substantive so the 2008 plan was written to include a contingency to address three economic concerns: the price of energy/gas, the struggling automobile industry, and the adjustable rate mortgage market.

The latest Training and Employment Guidance Letter (TEGL) from DOL allows the states to extend their plans for another year. Patrick expects the State to extend their current plan so the timeline for MWC's new plan may be more flexible, but creating a positioning plan for MWC that is relevant to today's economy is still necessary.

The Workforce Investment Act (WIA) authorization actually expired in 2005, so it is now in its sixth year seeking reauthorization from Congress. It is uncertain when the law will be reauthorized, but appropriations can still be directed without legislation so reauthorization may not be a congressional priority.

The Task Force was created as a focus group of industry expertise to draft a conceptual view based on reports from the MWC Economic Recovery and Strategic Task Force reports last year. The task force will use its industry expertise to focus on the first ten pages of the plan that include the vision and concrete measurable milestones. It will include performance metrics for treating specialized populations such as people with disabilities, veterans, ex-offenders and youth. The plan will need to touch on the new Maricopa Human Capital Collaboration (MHCC), and support the Governor's Workforce Policy Arizona Commerce Authority sector strategy. Although measurable return-on-investment (ROI) data is not available at the state level, members were encouraged to generate an ROI into the plan to account for the \$50-million federal investment.

Patrick challenged the members to ask what MWC should hold itself accountable to and where to position itself in the community, to employers and to job seekers. The role of the task force will be to think through the issues, critique and sharpen the plan. He noted that MWC staff will put all materials together in an easy-to-digest way.

**IV. Election of Task Force Chair – Action Item**

The Task Force Chair will work directly with Patrick to make agendas, call the meeting, and guide the discussion. The chair will ultimately present the report back to the Full Board. Ben nominated Kelsie to be the chair. Randy seconded the motion. Kelsie was approved as the task force chair.

**V. Election of Task Force Vice Chair – Action Item**

The Vice Chair acts in the absence of the chair. Shawn nominated Ben. Randy seconded. Ben was approved.

**VI. Presentation of Two Year Plan Considerations – For Information Only**

Kelsie requested the Economic Development and Strategic T.F. report be updated and presented at the next meeting.

**VII. Call to the public**

No public present

**VIII. Adjournment**

Patrick adjourned the meeting at 2:49 p.m.